



CHAIRMAN OF THE JOINT CHIEFS OF STAFF INSTRUCTION

J-5

DISTRIBUTION: A, B, C, J, S

CJCSI 2211.01A

27 May 1999

VISITS BY STUDENTS OR STAFF MEMBERS OF FOREIGN NATIONAL OR INTERNATIONAL DEFENSE COLLEGES

Reference: DOD Directive 7250.13, 23 February 1989, "Visits to The United States by Certain Non-US Senior Officers in the NATO Military Command Structures"

1. Purpose. This instruction establishes CJCS policy on visits to military installations and other areas of interest in the United States by students or staff members of foreign national or international defense colleges.
2. Cancellation. CJCSI 2211.01, 21 December 1993, is canceled.
3. Applicability. This instruction applies to the Chairman of the Joint Chiefs of Staff, Joint Staff, combatant commands, Military Services, and Defense agencies.
4. Policy
 - a. The Chairman of the Joint Chiefs of Staff, among others, may extend official courtesies on behalf of the US Government and delegate the authority to host official functions in accordance with the reference. Each Service will perform duties as Executive Agent as assigned in the Enclosure.
 - b. CJCS policy is to approve requests for visits to the United States by the Royal College of Defense Studies, the Canadian National Defense College, the NATO Defense College, the Pakistan National Defense College, the Pakistan Joint Services Staff College, the Korean National Defense College, the Japanese National Institute of Defense Studies, the Mexican National Defense College,

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the Venezuelan National Institute of High Defense Studies, the Argentine Senior War College, the Colombian Superior War College (General Officer's Course), and The Netherlands Defense College because such visits create and maintain goodwill among the nations concerned and the United States.

c. Requests received for visits by other similar foreign national or international defense colleges will be considered for approval based on the merits of each individual request and the availability of Executive Agent support from the Services.

d. Military transportation in and around the Washington, D.C. area will be provided when available. When not available, commercial transportation arrangements will be made, with costs borne by the visiting institution.

e. A maximum of two hosted functions will be conducted in Washington, D.C. with all costs borne by the Executive Agent. Additionally, the Executive Agent will provide funds to field commanders for one hosted function at each command scheduled for visitation.

f. All expenses for food, lodging, gratuities, social functions, cultural activities, etc., except as indicated in paragraphs d and e above, will be borne by the visiting institution.

g. This policy does not apply to visits that are programmed and funded in their entirety through the Security Assistance Training Program.

5. Responsibilities

a. The Director for Strategic Plans and Policy, J-5, is the office of primary responsibility (OPR) for all matters relating to this program.

b. The Secretary, Joint Staff, will refer requests for group visits by students or faculty members of foreign national or international defense colleges other than those listed in the Enclosure on an "as available" basis when approved by Director, Joint Staff, after identification of an Executive Agent.

c. The applicable J-5 Country Desk Officer will:

(1) Provide coordination of visit to the Joint Staff and serve as single point of contact within the Joint Staff.

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(2) Provide the visiting institution's itinerary information to Executive Agent after consultation with US Defense Attaché of the country concerned and foreign Defense Attaché, if appropriate.

(3) Coordinate the participation of a Joint Staff General/Flag Officer to greet delegation and host functions on behalf of the Chairman of the Joint Chiefs of Staff.

(4) Monitor progress and details of the approved official itinerary outside Washington, D.C., while assisting the Executive Agent in the execution of responsibilities.

d. The Executive Agent will:

(1) Act on behalf of the Chairman of the Joint Chiefs of Staff in a host capacity.

(2) Provide an appropriate direct response to the originator of the visit request.

(3) Identify and provide an escort officer.

(4) Plan overall trip itinerary, with guidance from Joint Staff POC.

(5) Schedule special briefings at Defense agencies or installations to be visited outside the Pentagon, as required. Direct communication is authorized.

(6) Coordinate visit with OSD, Department of State, DIA, and other Defense agencies, as appropriate.

(7) Assist with scheduling of transportation, billeting, and messing arrangements for entire visit.

6. Procedures

a. For the preapproved visits, a list of Executive Agents, agreed upon by the Secretaries of the Military Departments or their designees, is provided in the Enclosure.

b. Other visit requests referred to the Joint Staff for visits by groups of students or faculty members of foreign national or international defense colleges, which have been approved by the Chairman of the Joint Chiefs of Staff or higher authority, will be referred by the Secretary, Joint Staff, to a Military Service designee for action.

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c. These procedures do not apply to visits arranged by authorized hosts other than the Chairman of the Joint Chiefs of Staff, as established in the reference.

7. Summary of Changes. This revision updates the list of approved visiting institutions to include The Netherlands Defense College and the assigned Executive Agent, assigns responsibility for the NATO Defense College to a single Executive Agent, and assigns an Executive Agent for visits by the Canadian National Defense College. Additionally, this revision more clearly defines the financial responsibilities borne by each visiting institution.

8. Releasability. This instruction is approved for public release; distribution is unlimited. DOD components (to include the combatant commands), other Federal agencies, and the public may obtain copies of this instruction through the Internet from the CJCS Directives Home Page--<http://www.dtic.mil/doctrine/jel/cjcsd.htm>. Copies are also available through the Government Printing Office on the Joint Electronic Library CD-ROM.

9. Effective Date. This instruction is effective upon receipt.

For the Chairman of the Joint Chiefs of Staff:



STEPHEN T. RIPPE
Major General, USA
Vice Director, Joint Staff

Enclosure:

Executive Agents for Preapproved Visits

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ENCLOSURE A

EXECUTIVE AGENTS FOR PREAPPROVED VISITS

<u>Visitor</u>	<u>Agent</u>
Royal College of Defense Studies	US Army
NATO Defense College	US Marine Corps
Pakistan National Defense College	US Air Force
Pakistan Joint Services Staff College	US Navy
Korean National Defense College	US Air Force
Japanese National Institute of Defense Studies	US Army
Mexican National Defense College	US Army
Venezuelan National Institute of High Defense Studies	US Marine Corps
Argentine Senior War College	US Navy
Colombian Superior War College (General Officer's Course)	US Air Force
The Netherlands Defense College	US Marine Corps
Canadian National Defense College	US Navy

Enclosure A

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